

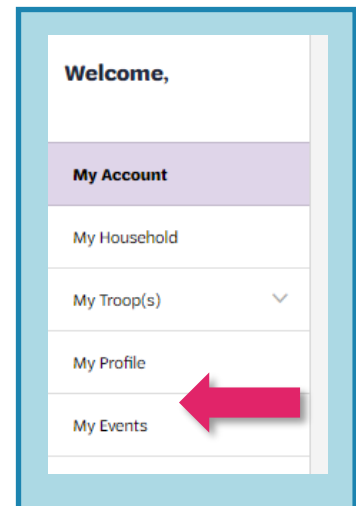
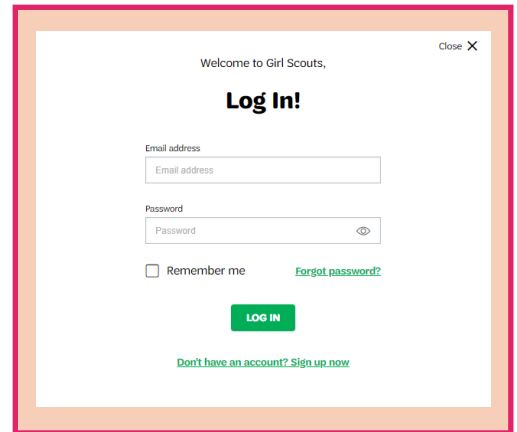
Registering for Events

Complete registration and payment for each event before attempting to register for another event.

FIND YOUR SESSION

From the website (www.nccoastalpines.org)

- Log in to your MyGS account or create an account
- From your My GS account
- Select My Events from the menu on the left
- Select the link to Register for a new event from the top of the gsEvents dashboard
- Enter the zip code for the property
 - ◇ Camp Graham: 27537
 - ◇ Camp Hardee: 27814
 - ◇ Camp Mary Atkinson: 27576
 - ◇ Camp Mu-Sha-Ni: 27281
 - ◇ Virtual events: 27613
 - ◇ Raleigh Service Center: 27613
 - ◇ Fayetteville Service Center: 28303
 - ◇ Goldsboro Service Center: 27534
 - ◇ Wilmington Service Center: 28403
- Hit Enter
- If you do not find your event, select the Clear Filters buttons at the top of the list then try a keyword search for your event name



Notes about filters:

- Use the Filters button to update and change your filter choices.
- You can search on any zip code up to a 90-mile radius.
- Uncheck the box that says "include virtual events" if you are only interested in events that are in person.

REGISTER FOR YOUR SESSION

Once you find your session, choose Event Details to register. Please read everything in the Event Details section (left-hand column) before you begin the registration process.

Use the + to select the number of girls and adults that you are registering for this event in the right-hand column. Scroll down and select the green Add Events button.

On the next page, under Assign attendees, choose your first participant - adults are added before girls. The price will update to reflect the correct rate based on whether your participant is a member of Girl Scouts – North Carolina Coastal Pines (GS-NCCP), a member of another council, or a non-member. Members of other councils and non-members will pay an additional fee for most events. Check individual event pricing for details.

Select payment amount and method. For events with deposits, the default payment method for the deposit is credit card. At this point, you have 4 options:

- Submit Member Details or go to the Next Participant to continue and pay only the deposit.
- Change the deposit amount to any amount higher than the deposit up to the total of the registration fee and Submit Member Details or go to the Next Participant to continue.
- Select apply for financial aid to indicate that you would like to apply for financial aid to assist with your final balance.
- Select apply program credits to indicate that you would like to use a gift card or cookie dough toward your final balance.



Once you have made your selections for payment, choose the green Next Participant button if you have additional participants to register or choose the green Submit Member Details button to indicate that you are finished.

If one of your participants is not a Girl Scout member, you will be asked if you would like to purchase a membership at this time.

Once you've submitted member details for all participants for this event, select the green Review Cart button. If the cart is correct, check the box at the bottom of the right-hand column to agree with the Girl Scout Promise and Law. Then select the green Add Payment Details button.

NOW THAT YOU'RE REGISTERED

Once you have completed payment, select the yellow My Account button at the top of the page. Choose My Events from the menu on the left. Select the event name. Under the event description, you will see a list of participants registered with order numbers. For Troop Co-leaders, the list will include anyone from the troop that has registered and not just the participants registered by the Troop Co-leader.

This is also where you will find important documents...

- The event confirmation packet - these are not always available at the time of registration but this is where it will be when it is available.
- Instructions for paying with financial assistance, cookie dough, or gift cards. This document has links to the financial assistance application and the form to redeem program credits (cookie dough and gift cards).

We can't wait to see you at our events!